

# ***CENTRAL YAVAPAI REGIONAL TRANSPORTATION COORDINATION PLAN***

*Prepared for the  
Central Yavapai Metropolitan Planning Organization (CYMPO)*



***Final Report***

**April 2007**

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## ***Final Report***

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## I. INTRODUCTION

The purpose of this document is to address the planning requirement for a *Coordinated Public Transit-Human Services Transportation Plan*, as specified in SAFETEA-LU legislation, and in subsequent guidance from the Federal Transit Administration (FTA). Beginning in 2007, in order to receive funding under FTA's Section 5310, Section 5316 and Section 5317 programs, locally derived plans must be developed identifying how agencies receiving funds from these programs will increase coordination among services. The FTA also expects Section 5311 and 5307 projects to be included in the plans.

A summary of the FTA programs is provided below.

Section 5310 - Elderly Individuals and Individuals with Disabilities Provides capital funding for transportation projects that serve the elderly and individuals with disabilities.

Section 5316 - Job Access and Reverse Commute (JARC)

Provides operating, administrative and capital funding for transportation projects that serve low income individuals who need transportation to work or work-related activities.

Section 5317 –New Freedom

For new programs which provide transportation services which are new and above the requirements of the Americans with Disabilities Act (ADA).

Section 5311 – Rural Public Transit

Provides operating, administrative and capital funding for public transit projects in Non-Urbanized Areas.

Section 5307 – Urban Formula Program

Provides operating, administrative and capital funding for public transit projects in Urbanized Areas.

In Arizona, the 5310, 5316, 5317 and 5311 programs are managed by the Arizona Department of Transportation (ADOT). Section 5307 programs in small Urbanized Areas (UZA's) also have some, though much less, state involvement.

In order to assist local areas in developing the required public transit and human service transportation plans, ADOT has taken a regional approach. Organizations interested in applying for FTA funding were informed that they would need to be included in the *Regional Transportation Coordination Plan* being developed in their area. For ease, this document will be referred to as the CYMPO Coordination Plan or simply "Coordination Plan" in the rest of this document.

The rural Councils of Governments (COG) and the small Metropolitan Planning Organizations (MPOs) were asked to serve as facilitators in the development of the *Regional Transportation Coordination Plans*. ADOT hired a consultant to develop the initial plans for the regions in 2006 and 2007.

## **CYMPO Transit Planning Process**

This CYMPO Coordination Plan builds upon a comprehensive transit planning process that the region began in 2006. There is currently no general public transit service available in the region. The public jurisdictions, private transportation providers, and human service agencies have been working together to identify public transit service options in a Transit Study, a project that is nearing completion. This Coordination Plan summarizes information from interim reports, including a significant amount of material taken directly from the public transit plan, such as descriptions of the region and its operators.

The focus of the CYMPO Coordination Plan is on programming projects that have been selected using evaluation criteria geared towards strengthening coordination in the region. It pulls in those items from the Transit Study needed in the Coordination Plan and includes additional information on project selection criteria and projects to be programmed for 2007.

The Transit Study is a comprehensive effort to:

- Identify unmet needs;
- Define transit objectives based on community values and expectations;
- Develop service alternatives;
- Assess various organizational options through which transit service could be operated; and,
- Develop a financing and implementation plan for the selected alternative.

In both the Transit Study and Coordination Plan projects, representatives of the projects worked together. Coordination of services and resources is a foundation of both planning efforts. A challenge, however, is determining the specific ways in which agencies will coordinate because that depends on the final alternative selected for public transit. Both the transit service plan and the lead agency designation will be important as coordination evolves.

The efforts of the governmental agencies and providers in the region and the work of Nelson\Nygaard Consulting Associates in completing the Transit Study are acknowledged. For more detail on the public Transit Study, the reader is referred to the project report and CYMPO website, [www.cympo.com](http://www.cympo.com).

## **The Regional Coordination Plan Process**

This Coordination Plan was developed through a collaborative process. Two region-wide workshops were held in the Central Yavapai area, one in December 2006 and one in February 2007. All existing providers and other stakeholders were invited to participate.

At the December workshop, participants were asked: to summarize existing transportation services and existing coordination efforts; to identify unmet needs (service gaps); and to explore further coordination options. Information was presented by the

project consultant on coordination options, new federal programs and changes to existing federal programs, strategies for involving others and ideas for developing additional coordination projects for 2007 and beyond.

After the December workshop, participants were asked to meet on their own to identify additional potential partners and to further explore coordination opportunities. Based on those discussions, they were asked to submit a draft coordination planning worksheet to the consultant team by mid-January 2007. Based on those submittals, the consultant team prepared a draft *Central Yavapai Regional Transportation Coordination Plan* and sent that out to the region for comment.

In February 2007, a second regional workshop was held. The draft Coordination Plan was presented and comments were solicited. Participants were asked to help fill in any gaps in terms of providers included in the plan and to finalize their anticipated funding requests from the FTA 5307, 5310, 5311, 5316 and 5317 programs for the years 2007 through 2009.

This final Coordination Plan was developed based on comments received on the draft plan. It includes four chapters. Chapter I provides a context for the plans and the planning process. Chapter II presents a description of the CYMPO region and its providers. Chapter III describes existing service providers and transportation needs and Chapter IV identifies coordination options and potential projects.

## **II. THE CENTRAL YAVAPAI REGION**

### **Central Yavapai Region**

The Central Yavapai (CYMPO) Planning Area represents a large geographic area of over 401 square miles encompassing the Town of Chino Valley, City of Prescott, Town of Prescott Valley and portions of the newly incorporated Town of Dewey/Humboldt. In addition, portions of unincorporated Yavapai County and the Yavapai Prescott Indian Reservation are included in the urbanized area. Figure 1-1 displays the CYMPO area and community boundaries, as well as major activity centers such as hospitals, shopping centers and schools. While the traditional urban area is focused around a central city; this region is comprised of four distinct communities, separated by several miles and each with its own characteristics, businesses, and institutions. The City of Prescott is nine miles from Prescott Valley and 16 miles from Chino Valley. Each community is described below in more detail.

### **Community Profiles**

#### **City of Prescott**

Prescott is the largest community in Yavapai County, and the county seat. Many of the area's largest employers are located in Prescott, including the Yavapai Regional Medical Center, Yavapai Community College, Embry-Riddle Aeronautical University, the Veterans Administration (VA) Medical Center and numerous retail and commercial establishments in the central business district and north of downtown. Major retail corridors in the city include Gurley Street (between Grove Avenue and the Highway 69/89 intersection), Montezuma Street, Miller Valley/Willow Creek Road and Sheldon Street. Extending east from downtown, the Highway 69 corridor contains several large shopping centers, including Frontier Village, Wal-Mart and the Prescott Gateway Mall.

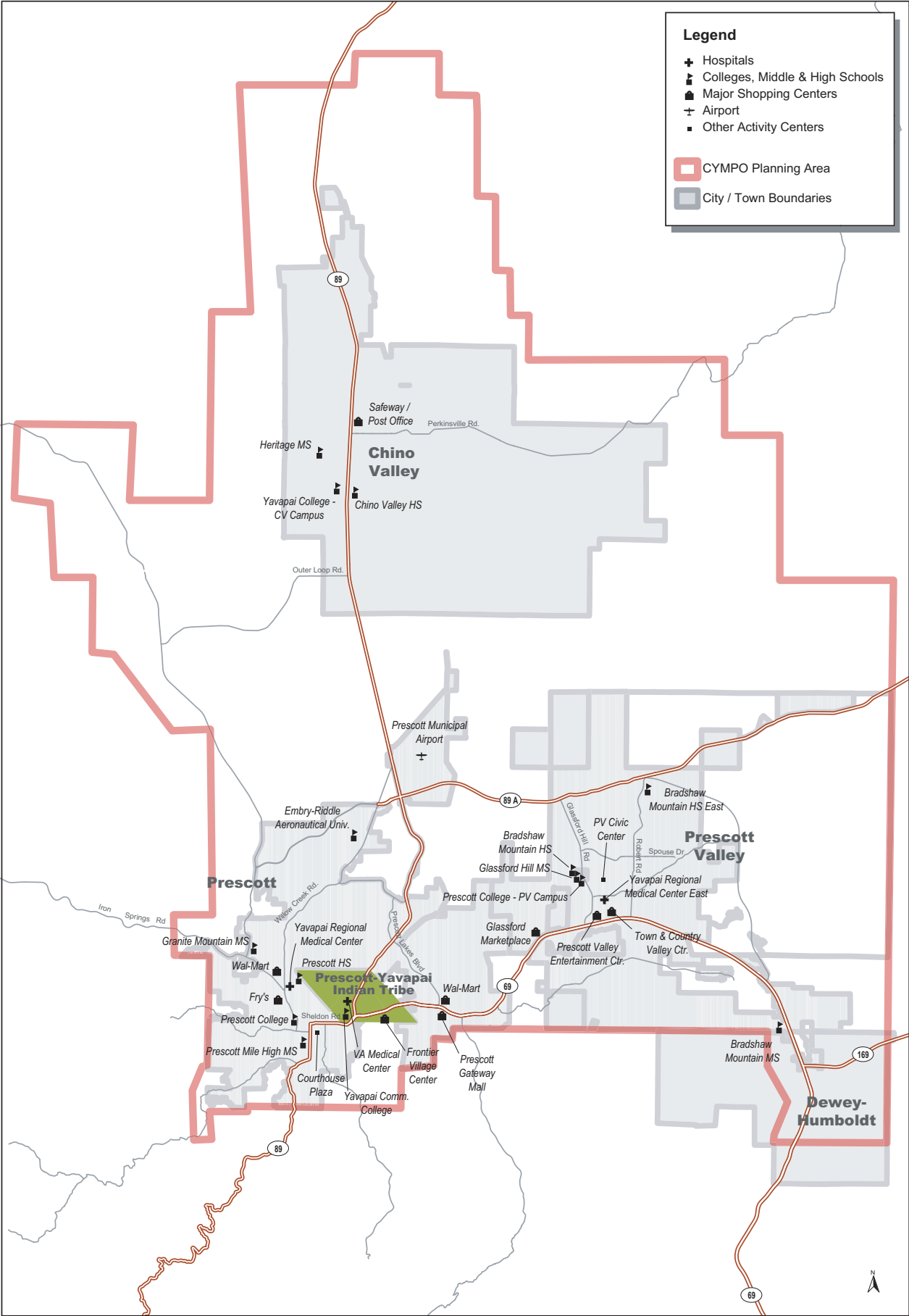
#### **Town of Prescott Valley**

The Town of Prescott Valley is Yavapai County's second largest community. Most Prescott Valley residents currently live between Highway 69 and Highway 89A west of Fain Road and east of Stoneridge Drive. Commercial development in the town generally is concentrated in a few major corridors, including Robert Road, Glassford Hill Road, Florentine Drive and the frontage road along Highway 69 between Truwood Drive and Stoneridge Drive. The Prescott Valley Entertainment Center and the Town & Country Village Center are major activity centers in the town.

#### **Town of Chino Valley**

Chino Valley is the third largest community although it remains a relatively low-density, rural community. Major employers in Chino Valley include American Sandstone, Safeway, Chino Valley Unified School District #5 and the US Post Office. Most of the

Figure 1-1 CYMPO Study Area and Major Activity Centers





commercial and retail land use in Chino Valley is concentrated along Highway 89 between Outer Loop Road and Road 4 North. With the exception of the Safeway store and a few other retail centers, most commercial development in Chino Valley is low density.

### **Town of Dewey-Humboldt**

Incorporated in 2004, Dewey-Humboldt is one of Arizona's newest incorporated towns. It is located near the confluence of Highway 69 and Highway 169, southeast of Prescott Valley. Dewey-Humboldt is a mostly rural and low density community, with few commercial or retail services. As a result, residents rely on nearby communities for shopping, medical and other services.

### **Unincorporated Yavapai County**

Most development activity in the CYMPO planning area is contained within the four incorporated communities described above. However, there are several small residential neighborhoods in Yavapai County, including Diamond Valley (between Prescott and Prescott Valley along Highway 69) and the Prescott Country Club area between Prescott Valley and Dewey-Humboldt. There are also low density residential neighborhoods that are located in the County on the south and northwest side of Prescott as well as west of Chino Valley.

### **Yavapai Prescott Indian Reservation**

Located adjacent to Prescott, the Yavapai Prescott Indian Tribe (YPIT) resides on approximately 1,500 acres of reservation land and has an estimated 180 members. There are several major developments on the reservation, including the Frontier Village Shopping Center, the Prescott Resort and Conference Center and two casinos – Bucky's Casino and the Yavapai Casino.

## **Demographic Characteristics**

### **Population**

Rapid growth is the primary population trend, with the newer developing areas experiencing more rapid growth than the older and more established cities. The Arizona Department of Economic Security estimate for 2005 and the forecast population as identified in the 2030 CYMPO Long Range Transportation Plan are listed in Table 2-1.

The CYMPO Transit Study identifies characteristics of the existing population and future trends in context of the potential need for public transportation services in the Central Yavapai region, including the following demographic characteristics:

**Table 1: Current and Forecasted Population**

Jurisdiction	2005 AZ DES Population Estimate	2030 Long-Range Plan Forecast
Prescott	40,770	102,000
Prescott Valley	33,575	88,000
Chino Valley	12,325	30,000
Dewey-Humboldt	4,030	30,000
Unincorporated Yavapai County*	25,371	188,000
<b>Total</b>	<b>116,561</b>	<b>338,000</b>

\*Some of forecast population may be annexed into incorporated cities.

- Densely populated neighborhoods
- Concentrated employment centers
- Older adults
- Youth
- Low income persons
- Households without zero vehicle ownership
- Persons with disabilities

The reader is referred to that study for additional information on the demographic characteristics of the region.

### **Regional Journey to Work Data**

Trips to jobs are an important segment of transit need in the region. Census journey to work data was analyzed in the CYMPO Transit Study, illustrating that the City of Prescott clearly is the predominant work destination for residents of all four communities. About 56% of all residents work in Prescott; 18% work in Prescott Valley; five percent work in Chino Valley; and about three percent work in Dewey-Humboldt.

### **III. EXISTING TRANSPORTATION PROVIDERS AND NEEDS**

At present, general public transit services are not provided in the region. The focus of the CYMPO Transit Study is to identify transportation needs, options for meeting those needs, and to develop a financial and implementation plan for the recommended alternative.

As a part of the study, a comprehensive review of existing providers was made, with a description of the available services presented here. The project also explored the transportation needs in the CYMPO region through stakeholder interviews, public open houses, a comprehensive survey, and active involvement of agencies in the planning process. This chapter also presents the study primary findings regarding transportation needs as well as comments on unmet needs that were received at the Coordination Plan workshop in December, 2006.

#### **Existing Transportation Service Providers**

Despite the absence of a singular public transit system covering the CYMPO study area, there is a substantial, if informal network of passenger transportation service operated by both for-profit and not-for-profit enterprises. These include human and social service agencies operating transportation services for their clients and, in some cases, the general public, as well as private companies offering service to the general public in forms ranging from long-haul shuttles to the Phoenix Airport to local taxi and dial-a-ride services for older adults and persons with disabilities.

#### **Private Sector Transportation Providers**

The private sector serves a vital transportation function in the Central Yavapai region. This section focuses on the for-profit services that typically respond to niche markets where premium fares are tolerated by passengers. These include airport shuttles to the Phoenix Sky Harbor Airport, intercity shuttle and limousine services, and local taxi operations. An exception is Prescott Transit Authority which operates a not-for-profit subsidiary, Citibus, a short fixed route serving Prescott with a minimal fare. Most of these services charge a premium fare, and provide customized door-to-door service.

#### **Airport Shuttles**

Six private transportation companies offer service between the Central Yavapai region and the Phoenix Airport. Three of these operate on fixed schedules, and three others operate on demand by reservation only.

#### **Coconino - Yavapai Intercity Shuttle**

The Coconino-Yavapai Shuttle operates door-to-door service between the Central Yavapai region and Flagstaff and the Verde Valley communities of Clarkdale, Cottonwood and Sedona. The one-way fare to Flagstaff is \$35, and the round-trip fare is

\$60. From the Verde Valley, the fares to or from Flagstaff are \$25 one-way and \$50 round-trip. The Coconino-Yavapai Shuttle operates two scheduled round trips on weekdays and Saturdays, departing Prescott at 6:00 am and 3:00 pm, and one round-trip on Sunday departing Prescott at 6:00 am. The operator typically operates a minivan, but also has several spare vans available to run these trips when needed.

### Taxi and Limousine Services

Six or more private companies are engaged in the taxicab and limousine business in the Central Yavapai region. Several operate under multiple business names offering branded taxi, limousine and small bus service, as well as airport shuttle service as noted above.

The primary taxi service providers include:

- AAA Taxi
- Ace City Cab
- Allstate Cab
- Discount Cab
- Tri-City Taxi

All taxis operate exclusive ride service and calculate fares on the basis of time and mileage using a taximeter. Three of these – AAA, Ace and Tri-City -- also offer package delivery service. Tri-City Taxi offers discounts for college students and Ace Transit offers discounts for seniors.

### Prescott Transit Authority – Citibus

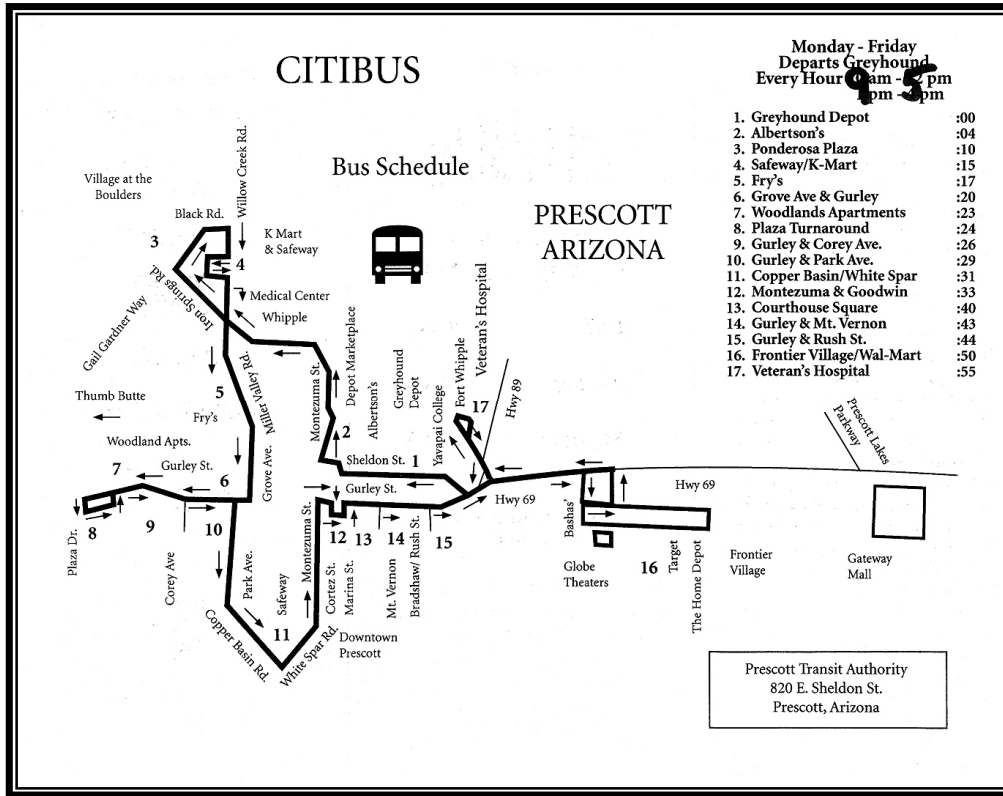
Citibus is a fixed route bus service operated by PTA, which was established nominally as a not-for-profit entity in 1984. PTA is a division of a larger company that also runs profitable taxi, limousine and dial-a-rider transportation services, as well as contract vehicle maintenance and repair services. The overall company reported a vehicle roster of 39 vehicles (of which three are vans, two with wheelchair lifts) and annual operating expenses of \$1,260,403.

Citibus service consists of a single vehicle running a one-way loop in central Prescott, as shown in Figure 2-3. The loop route covers several shopping destinations throughout central Prescott as well as the Frontier Village Center on Highway 69. The route currently operates an hourly schedule on 251 weekdays per year between 9:00 am and 5:00 pm, for a total of 2,008 hours annually. Passenger fares are \$1.00 per one-way trip, or \$3.00 for a daily unlimited ride pass. Weekly and monthly passes are also available for \$9.00 and \$27.00 respectively. The rider base is comprised primarily of lower income local residents riding regularly, and a relatively small number of tourists.

During calendar year 2005, Citibus reportedly carried 8,728 one-way passenger trips and operated 1,506 total revenue hours, with a resulting average of 5.8 passengers per hour. Citibus incurred operating expenses of approximately \$60,000 during 2005, or approximately \$39.84 per hour. Estimated farebox revenue was less than \$9,000, suggesting an operating loss of about \$51,000. The deficit was underwritten by profits

generated by other company business, including taxi, dial-a-ride, limousine and shuttle operations, and presumably advertising and other non-operating revenues.

**Figure 1: Prescott Transit Authority – Citibus Route Map - 2006**



### Yavapai-Prescott Tribal Transportation Services

A circulating shuttle operates on the Reservation between the Prescott Resort and Conference Center, Bucky's Casino and the Yavapai Casino. The shuttle operates on a continuous loop and transports customers and employees between the two facilities. At one time, the shuttle served other hotels in the Prescott area; however, this practice has been discontinued except for large groups. The casinos own three 13-passenger vehicles, two of which are in service during normal times and the third is used during busy periods.

In addition to the circulating shuttle, the two casinos and hotel contract with CoachUSA to provide charter service from the Phoenix area to Prescott, Monday through Thursday. The Tribe also provides social service transportation for elderly tribal members and owns one lift-equipped van for this purpose. This van was purchased with a federal grant and can only be used specifically for transporting elderly reservation members for defined trip purposes such as medical appointments and shopping.

## Human Service Transportation Providers

A number of not-for-profit human and social service agencies provide transportation within the Central Yavapai region, and a few also operate in a wider geographic area. Although most of these organizations focus on transportation services specifically for their clients, several offer service to anyone in need of transportation. Where fares are charged, these services are generally less expensive than taxi services or other private operators, but more expensive than comparable services operated by public transit systems in other regions. Individual services are summarized in Figure 2-4 and discussed in the following paragraphs. A number of these vehicles have been purchased with FTA 5310 funds. A more detailed vehicle inventory is presented in Appendix A to this report.

**Figure 2: Human Service Transportation Providers in Central Yavapai County**

Agency / Organization	Total # of Passenger Vehicles	Annual Operating Cost	% of Total Agency Budget
Adult Day Care Services, Inc.	9	NR	NR
Margaret T. Morris Center	1	NR	NR
Reserve-A-Ride Yavapai	10	\$48,330	100%
Territorial Transit	1	0	---
New Horizons Independent Living Center	4	\$105,000	29%
Neighbor-to-Neighbor	*	\$10,800	22%
West Yavapai Guidance Clinic	22	\$112,547	3%
Prescott People Who Care	**	NR	NR
Yavapai Center for the Blind	1	NR	NR
Yavapai Exceptional Industries	8	\$70,000	6%
Golden Age Nutrition Center	1	NR	NR
Samaritan Communities of Greater AZ	8	\$160,000	8%
<b>Total</b>	<b>59</b>	<b>\$506,677</b>	<b>---</b>

Notes: NR – No Response; \* Neighbor-to-Neighbor coordinates approximately 20 volunteer drivers using their own vehicles; \*\* Prescott People Who Care leases one van from Territorial Transit for use in Chino Valley, and coordinates volunteer drivers using their own vehicles.

For over twenty years, the Section 5310 Program has been providing private nonprofit agencies and public agencies with capital assistance to purchase vehicles and related communication equipment. Based on information on grants awarded, a list of 5310 vehicles in service in the CYMPO region is provided below.

### Adult Day Care Services, Inc.

Adult Day Care Services, Inc. (ADCS) is a 501c(3) not-for-profit agency offering day living services to persons with debilitating memory loss and related physical and developmental conditions. The organization, which was founded in 1982, gradually developed its transportation function because of a perceived lack of viable client

transportation options in the community. Currently, the program serves over 300 persons at two locations on Sunset Avenue in Prescott and on North Windsong Drive in Prescott Valley. The Prescott Valley facility opened in 1996.

ADCS operates nine Ford vans and small buses, of which five are based in Prescott and four in Prescott Valley. All vehicles were acquired through the FTA Section 5310 program administered by ADOT. Two vans were purchased in 1997; two in 1998; one in 1999; one in 2001; two in 2003; and one in 2005. The vehicles are generally idle from 9:30 AM until 2:30 PM. While sharing these vehicles might be a possibility, insurance is a barrier to doing so at the present time. One of the Prescott vans makes door-to-door pickups in Chino Valley. An estimated 75% of all clients, or 225 persons, use ADCS transportation service on a daily basis. Clients pay \$8.00 for a one-way trip, or \$16.00 for a round trip.

#### Margaret T. Morris Center

Closely affiliated with ADCS, the Margaret T. Morris Center offers residential facilities for persons with memory loss and related conditions. The Center is located adjacent to the ADCS Prescott facility on Sunset Avenue. It operates a 1999 Ford small bus purchased with FTA Section 5310 funding that is used for client and staff transportation. Reserve-A-Ride Yavapai (American Red Cross)

Reserve-a-Ride Yavapai provides demand responsive transportation primarily to older adults and a relatively small number of persons under 50 years old with disabilities. The service is available to passengers on weekdays from 8:00 am until 4:30 pm, although vehicles typically operate between 7:30 am and 5:00 pm. A total of 5,103 one-way trips were provided during calendar year 2005, equivalent to approximately 20 one-way passengers per average weekday. An estimated 80% of all trips accommodated were based on subscription reservations.

A total of 120 unduplicated individuals are registered to use the service. Accordingly to the Program Coordinator, customers hear about the service primarily by word of mouth, and a few have been referred by doctors and medical centers. The most common trip purposes include medical appointments in the vicinity of Yavapai Regional Medical Center and further north on Willow Creek, and shopping trips at various supermarkets, including Albertsons, Bashas, Fry's and Safeway. Riders pay \$3.00 for a one-way trip between any origin and destination in Prescott and Prescott Valley, or \$5.00 for a round trip.

Although the program is under the administrative auspices of the American Red Cross regional office in Phoenix, Reserve-a-Ride Yavapai functions relatively autonomously as a separate cost center. FY 2006 gross operating expenses were approximately \$48,000 to provide approximately 2,200 revenue service hours at an average cost of \$21.82 per hour. This comparatively low cost per hour reflects the fact that all program personnel are volunteers. The average cost per passenger trip supplied was \$9.41. Only two percent of all passenger trips required a lift- or ramp-equipped vehicle.

### Territorial Transit

Territorial Transit is a recently formed not-for-profit organization that intends eventually to operate fixed route transit service in the Central Yavapai County region. The initial focus of Territorial Transit will be on commuters between Prescott Valley and Prescott, with some midday service for shopping and other services along the corridor. Early morning commute trips will originate in Prescott Valley and end in Prescott to provide access to major employers. Evening commute trips will originate in Prescott and provide return service to the residential areas of Prescott Valley.

Territorial Transit does not yet operate service, but has acquired one Ford Supreme small bus with FTA Section 5310 funding assistance.

### New Horizons Independent Living Center

New Horizons provides paratransit service focusing on the mobility needs of people with disabilities. While the transportation program is nominally open to the general public, service is marketed mostly to people with disabilities, older persons 55 years of age and over, members of low income households, and youth between 16 and 21 years old. Service generally is available during regular business hours; however, transportation occasionally is provided in the evening and on the weekends as needed.

New Horizons transports a wide range of individuals, serving their own programs and providing services for individuals from other programs. New Horizons transports:

- 32 young adults living with disabilities round trip to day programs at Yavapai Exceptional Industries and Antelope Point Industries for the Division of Developmental Disabilities.
- Individuals in adult residential care homes in our area to doctor appointments.
- Veterans to the Prescott VA Hospital for doctor appointments/rehabilitation and veterans from the Prescott VA hospital to the Phoenix VA hospital when needed.
- Adults living with disabilities to Mt. Valley Rehabilitation Center in Prescott Valley, Arizona.
- Seniors and people living with disabilities round trip to Yavapai Regional Medical Center in Prescott and YRMC East in Prescott Valley for out-patient surgeries and doctor appointments.
- Adults living with disabilities for the Parks and Recreation wheel chair basketball and wiffle ball program.
- Individuals to Bradshaw Mt. Laboratory, dialysis and radiation or chemo therapy.
- People living in our community: shopping, doctor appointments, pharmacies, laundry mat, veterinary hospitals, and community special events.
- Seniors to CASA Senior Center in Prescott Valley for lunch and programs they offer.



Other agencies who transport people living with disabilities call upon New Horizons when their van breaks down to provide temporary transport. Examples are Cozy Camp, ARIES, Adult Day Care Center, West Yavapai Regional Medical Center.

Transportation is provided throughout the Central Yavapai region, including Prescott, Prescott Valley, Chino Valley, Dewey-Humboldt and surrounding parts of Yavapai County. However, most trips contain at least one trip end in either Prescott Valley or Prescott where the majority of services and residents are located. Major trip destinations in the region include the Yavapai Regional Medical Center, other medical offices, the VA Hospital, various shopping centers, and the CASA Senior Center in Prescott Valley.

For service within Prescott Valley, the one-way fare is \$8.00 and a round trip is \$15.00.

Service between Prescott Valley and Prescott is \$15.00 one-way and \$25.00 round-trip.

Other one-way and round trip fares from Prescott Valley are:

PCC/Dewey/Humboldt/Mayer	\$15 one-way, \$30 round-trip
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Mayer/Spring Valley/Chino Valley	\$18 one-way, \$30 round-trip
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Cordes Lakes/Paulden	\$20 one-way, \$35 round-trip
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Skull Valley/Wilhoit	\$25 one-way, \$40 round-trip
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Over the years, the program has grown to include two minivans and two 10-passenger lift-equipped van, purchased using FTA Section 5310 funds. A transportation coordinator was recently hired to manage the transportation program and the Center now employs 4 part-time drivers. They have recently been approved to be a direct provider for the State's Division of Developmental Disabilities; previously they worked through a third party.

In the past 12 months, approximately \$105,000 was spent on transportation, comprising approximately 29% of New Horizon's total annual budget. New Horizons reported that transportation program provided 2,263 one-way trips during a three-month period, which was extrapolated to an estimated 9,000 trips annually. The average cost per trip provided was calculated to be \$11.67.

### Neighbor-to-Neighbor

Neighbor-to-Neighbor (NtN) provides a variety of support services to persons 55 years of age and older, and disabled residents within a service area generally defined as the Highway 69 corridor between Mayer and Diamond Valley. NtN does not directly operate transportation service, but instead coordinates and schedules a volunteer driver program. Volunteers use their own vehicle for all trips provided, and also are required to carry their own automobile insurance. Some volunteers donate the fuel used to transport passengers as well.

When a request for service is received by NtN, the person's name is recorded along with the pick-up and drop-off location and approximate time when the trip should take place. NtN staff maintains a database that includes all volunteer and Neighbor information.

Matches are conducted manually by NtN staff, usually 24 hours in advance of the trip request.

Transportation is one of the largest programs offered by NtN. In 2005, approximately 1,100 individual services were performed by the organization, 847 of which were related to transportation. Each transportation “service” generally refers to a round trip rather than a one-way trip. Therefore it is estimated that NtN provided up to 1,694 one-way trips in 2005. Reported transportation operating costs, which include a portion of one staff member’s time and partial reimbursement of volunteer fuel costs, represented approximately 22% of the organization’s total budget.

#### West Yavapai Guidance Clinic

The West Yavapai Guidance Clinic (WYGC) provides services for clients with mental illness and chemical dependencies. The Clinic has a Transportation Department that is responsible for active client transportation to and from WYGC program functions. They serve approximately 3,500 clients. Eligibility is based on Social Security Act Title 19 and SAPT-Pregnant IV program participation. The transportation program covers a wide geographic area that encompasses all communities in the CYMPO area and as far away as Ash Fork, Congress, Paulden, Seligman and Yarnell.

WYGC spent approximately \$112,000 on transportation last year, representing about three percent of the organization’s total budget. Approximately 6,000 one-way trips were supplied during this period, at an average cost of \$18.67 per trip. A very small percentage of these trips required a lift- or ramp-equipped vehicle. The WYGC owns a total of 22 vehicles that are used for their transportation program. Of these, 11 are vans (only one is accessible) and 11 are automobiles (none accessible). ADOT data show that seven of the vans were acquired with FTA Section 5310 funds between 2000 and 2005.

#### People Who Care

The People Who Care organization is similar in concept to NtN, but operates within a more limited geographic area that includes the City of Prescott and the Town of Chino Valley. People Who Care has been leasing a 9 passenger handicapped equipped van from Territorial Transit for the last year to help their Chino Valley clients with transportation to the former Blind Center in Prescott. They also partner with the Chino Valley Adult Center (Parks and Recreation) by altering weeks to pick up visually impaired persons and providing transportation for the Confident Living Course sponsored by People Who Care and held at the Chino Valley Community Church.

#### Yavapai Center for the Blind

The Yavapai Center for the Blind provides training, social and recreational programs for persons with visual and hearing impairments. The Center owns a 2003 Ford van purchased with FTA Section 5310 funds. The van has capacity for nine passengers and is used primarily to transport clients from Prescott and Prescott Valley to the Center located

on Washington Avenue in Prescott. Group trips to community events also are provided as scheduled.

### AIRES

AIRES, Inc. was founded in 1986 and is a non-profit organization providing services to individuals with developmental disabilities. AIRES' mission is to provide legendary human services by promoting values of: Empowerment, Mutual Respect, Passion, Accountability, Trust, Honesty, and a "Yes we can" Attitude. AIRES serves over 400 consumers throughout the state of Arizona. Services provided include residential living, daytime activity programs, pre-vocational training, vocational rehabilitation, in-home supports and adult and child developmental homes.

Services are designed to meet the needs of the consumer and their family. The aim is to support the aspirations of our consumers and their families, to remove barriers, and empower each individual through self determination and dignity of risk.

AIRES, Inc. currently has a fleet of 82 vehicles statewide, providing transportation for their consumers to/from work or day programs, medical appointments, shopping, church, leisure activities, etc. Transportation is provided to consumers in each of the following regions: Phoenix, Tucson, Sierra Vista, Casa Grande, Prescott/Prescott Valley and the White Mountains.

### Chino Valley Senior Center

The Chino Valley Senior Center operates two 15-passenger vans (non-accessible). They have been approved for two additional vehicles from ADOT and have funds set aside to operate these 25-hours per week. The Town of Chino supports the Senior Center applications for vehicles. Once these vehicles are received, they will be able to do more medical, socialization, and shopping trips. At present, the Senior Center actively coordinates with People Who Care.

### Samaritan Communities of Greater Arizona

The Samaritan Communities of Greater Arizona is a non-profit organization serving seniors needing housing and skilled nursing facilities. They operate several facilities and programs in the region: Prescott Samaritan Village; Prescott Valley Samaritan Center; Windsong Villas; Willow Wind Residence; Prescott Samaritan Home Care; Prescott Samaritan Village Towers. Each community provides transportation for Samaritan residents to activities and grocery stores, etc. and they coordinate with other programs in arranging transportation for residents from the hospital and to doctor's appointments.

Samaritan Communities provides transportation to their agency clients. Prescott Samaritan Village has a fleet of four vans, Prescott Valley Samaritan Center has two vans, Willow Wind residence and Prescott Samaritan Village Towers (a subsidized housing facility) each have one van. A total of eight vehicles are operated and they serve agency clients only.

### Intermountain Centers for Human Development

Intermountain provides residential support services for Developmentally Disabled individuals who can not live with their families, due to their need for intensive care 24 hours a day, 7 days a week. They have many vehicles available to serve this population and the individuals who participate in the Day Program, but the vehicles must be accessible to them 24/7 also. Many of the clients are physically handicapped as well. No public transportation exists in Chino Valley at this time. There are other private providers of transportation in Yavapai County but none has ever proven as efficient, cost effective and immediately available as having vehicles available on the rural property where both programs are located. Coordination with other agencies is examined routinely every year.

Intermountain Centers for Human Development serve nearly 40 clients in group residences, foster care, and a day program. A total of 13 vehicles make an average of four one-way vehicle trips each day. This equates to approximately 1,500 trips monthly and nearly 20,000 annually. The vehicles operate approximately 200,000 vehicle miles and 20,000 vehicle hours each year.

The vehicles are located at specific sites where they are available for client transportation. This includes one vehicle each at Chino cottage, Chino Lodge, Dahlouva Group Home, Dawa Group Home, Lomadufki Group Home, Lomaki Home, Lomayesva Group Home, Nuquanki Group Home, and Sunrise House. Two vehicles are also used in the day program, with one exclusively used for the day program and one shared with Chino lodge.

### Yavapai Senior Nutrition

Yavapai Senior Nutrition provides transportation services in rural Yavapai County, as well as along the corridor from Cordes Lakes to Prescott Valley. They operate three vans with one stationed in Yarnell (covering Congress and People's Valley), one accessible vehicle operating between Cordes Lakes and Prescott Valley, and one in Black Canyon. They provide approximately 7,000 trips per year with an operating budget of \$42,756 annually. In 2005 they operated approximately 4,000 vehicle miles and carried 6,847 passenger trips. Yavapai Senior Nutrition would like to see a route considered into the urbanized area as part of the service that is established for the CYMPO region.

### **NACOG Transportation Voucher Program**

The Northern Arizona Council of Governments (NACOG) has administered the Tri City Transportation Voucher Program since 2000. The program is designed on a "user side subsidy" concept enabling eligible users to "shop" for transportation among multiple vendors and presumably consume the service that works best for them. Users pay a flat \$2.00 fare per one-way trip taken in conjunction with use of a voucher, regardless of the rates charged by the selected vendor. Currently, there are nine vendors that accept transportation vouchers, including five that charge a flat rate and four that charge a variable rate depending on trip distance:

- Flat Rate Providers
- Reserve-a-Ride Yavapai (American Red Cross)
- Adult Day Care Services, Inc.
- Citibus – Prescott Transit Authority
- Neighbor-to-Neighbor
- New Horizons Independent Living Center
- Variable Rate Providers
- Ace Cab / Prescott Paratransit, Inc.
- H&M Rogers Transportation
- Meditrans / Discount Cab / Total Transit
- Tri City Taxi

The Voucher program is funded by participating communities using primarily LTAF II distributions from the State of Arizona to the localities, and a 25% local match from general fund revenues. During FY 2006, the City of Prescott and Towns of Chino Valley and Prescott Valley contributed a total of \$225,000 to NACOG for the voucher program. Of this amount, \$191,250 (85%) was spent on transportation and \$33,750 (15%) was retained by NACOG to cover administrative costs. Effective July 1, 2007, the Town of Dewey-Humboldt also is participating in the program and will contribute \$42,000 for FY 2007.

A summary of voucher distribution and consumption for FY 2006 appears in Figure 2-5. NACOG estimates that 430 individual program registrants used 44,395 vouchers during FY 2006, suggesting that the “average” registrant consumed about 103 rides per year, or about two per week. The total cost per voucher redeemed was \$5.06, including \$4.31 for transportation and \$0.76 per voucher for NACOG administration. Assuming that each rider also paid \$2.00 in cash when using a voucher on all services except Citibus, it is estimated that the total average fare collected by service vendors was around \$6.00 per passenger in FY 2006.

**Figure 3: NACOG Transportation Voucher Program – FY 2006 Summary Operating Characteristics**

Community Served	Rides Requested	Persons Requesting	Rides per Person	Total Registrants	Rides per Registrant
Chino Valley	1,627	161	10.1	25	65.1
Prescott	31,620	3,147	10.0	300	105.4
Prescott Valley	11,148	1,252	8.9	105	106.2
<b>Total</b>	<b>44,395</b>	<b>4,560</b>	<b>9.7</b>	<b>430</b>	<b>103.2</b>

Eligibility to participate in the voucher program is linked to household income and access to a personal vehicle. Applicants must complete a one-page form that asks for gross

monthly income, sources of income, and reason for lack of transportation, among other information. The information supplied is self-certified by the applicant.

Vouchers are distributed on a “first-come, first-served” basis. Voucher recipients are required to call NACOG between the 20th and 25th of each month to request vouchers for the upcoming next month. The dollar amount of vouchers distributed in any given month is dependent on available funding. Effective July 2006, the maximum monthly allotment was \$150 for Chino Valley residents, \$80 for Prescott Valley residents, and \$40 for Prescott residents. However, the maximum may increase or decrease from month to month during the fiscal year, based on NACOG estimates of funds remaining. According to NACOG staff, the objective is to fully distribute all available voucher funding on a fiscal year basis.

Consumer demand for vouchers generally were fully accommodated in past years. However, conditions appear to be changing, in part due to the fact that the City of Prescott reduced its contribution for FY 2007, and also due to increasing demand. Last year, NACOG responded by requiring that voucher recipients reapply annually for eligibility. Moreover, waiting lists have been established for the City of Prescott and the Town of Prescott Valley. As of mid-July 2006, there were 18 names on the Prescott waiting list, and seven names on the Prescott Valley waiting list. Program participation in Chino Valley continues to be relatively low.

NACOG data indicates that transportation vouchers are used for a variety of trip purposes, as shown in Figure 2-6. Travel for basic needs, medical and employment trip purposes comprised over 82% of all voucher trips taken.

**Figure 4: NACOG Voucher Program – Annual Trips by Purpose and Jurisdiction – FY 2006**

<b>Trip Purpose</b>	<b>Chino Valley</b>	<b>Prescott</b>	<b>Prescott Valley</b>	<b>Total</b>	<b>Percent</b>
Medical	699	9,002	3,565	<b>13,266</b>	29.9%
Basic Needs	313	9,923	3,969	<b>14,205</b>	32.0%
Job Search	49	2,902	464	<b>3,415</b>	7.7%
Work	370	6,295	2,463	<b>9,128</b>	20.6%
Social Service	75	916	142	<b>1,133</b>	2.6%
Counseling	17	1,585	336	<b>1,938</b>	4.4%
Education	104	997	209	<b>1,310</b>	3.0%
<b>Total</b>	<b>1,627</b>	<b>31,620</b>	<b>11,148</b>	<b>44,395</b>	100.0%
<b>Percent</b>	<b>3.7%</b>	<b>71.2%</b>	<b>25.1%</b>	<b>100.0%</b>	

## **Transportation Needs**

The demand for vouchers is one example of the need for transit services. The public transit study extensively investigated the demand for transit. Major activities included a series of in-depth personal interviews with stakeholders identified by the CYMPO Working Group, five focus group sessions held with potential transit users; and three open house community meetings, attended by about 80 local residents held in Chino Valley, Prescott and Prescott Valley.

A summary of findings from the stakeholder interview, focus group sessions, community meetings, and survey can be found in the Transit Study report.

In general, there appears to be a consensus that mobility needs have changed significantly in the last five years and some form of public transit service is needed. Travel between the various cities in the region is an important need for people wanting to access services and employment.

The community surveys reflect the broadest opinions. A total of 1,074 community surveys were completed. Responses showed that 53% of respondents said they would be very likely to use public transit if it was available and 28% said they would be somewhat likely to use it. When asked if they thought a public transit system would be beneficial to the Central Yavapai region, 95% answered affirmatively. The survey asked respondents to identify their first, second, and third priorities for service design. Fixed route service was identified by 69% of respondents as their first preference. Fixed route service on Highways 69 and 89 with dial-a-ride service on neighborhood streets was identified as the first preference for 14% of respondents.

When asked about service days and hours, operation of weekday commuter service was the first priority of 57% of respondents. Another 28% of respondents identified mid-day service as their first priority.

There was a wider range of responses on the appropriate level of fares. However, a fare of \$1.00 - \$2.00 for travel within a community and \$2.00 - \$4.00 for travel between communities was viewed as reasonable.

At the initial community meetings for the transit study, some attendees said better transportation is needed, particularly for people who are unable to drive, including those with disabilities, older adults, youth, visitors and others. Some people thought that a bus system should run primarily on Highway 69 between Prescott and Prescott Valley, while others felt that it should also serve the neighborhoods and extend to Chino Valley and Dewey-Humboldt.

In the Coordination Plan meeting in December of 2006, the following key points were raised regarding transportation needs:

- Current lack of public transit both between and within the communities of the Tri City area.
- Service into Prescott Valley from unincorporated Yavapai County, especially in the Highway 69 corridor.
- Employment transportation
- Student travel to colleges
- Many seniors cannot afford the fares for transportation through the voucher program.
- The reliance on volunteers is unrealistic. Some trips are especially difficult for volunteers, such as serving people who use wheelchairs and dialysis trips.

Four transit options were developed as part of the study for detailed financial analysis. These are:

1. Improved locally-funded voucher program
2. Federally-assisted voucher program with local public shared-ride taxi (SRT) system
3. Limited service level fixed route transit system (5 buses) with complementary paratransit voucher program
4. Full service level fixed route transit system (11 buses) with complementary paratransit voucher program.

While a final decision has not been made on the option that may be implemented, each option has some limitations. Option 2, expanding and restructuring the voucher program with a shared-ride taxi system seems to be the most favored at present. It would best fit the current system, but this could also have gaps, depending on how the user-side subsidy is configured. This option has been reflected in the program of projects, but a more extensive program could also be selected as the transit study nears completion and budgets are developed for 2008.

A key issue underlying the decision on what types of transit service to provide and how much service will be operated is financial. While the region can access federal funds allocated to them as an urban area, there is a need to keep the transit program affordable from the perspective of local matching dollars.



## **IV. COORDINATION ACTIVITIES AND PROJECT CRITERIA**

As the Central Yavapai region is in the process of developing transit services, the region has the advantage of being able to develop a system within the framework of coordination. At the same time, final decisions have not been made on what services will be operated. It appears likely that in 2007 the voucher program may be restructured and expanded. As these services change, the relationship the private non-profit agencies, human service agencies, and for profit providers will have to the new service will also change.

### **Existing Coordination Activities.**

The existing coordination is primarily between human service agencies and volunteer driver or other non-profit organizations that are trying to meet the needs. These partnerships include both formal and informal arrangements. Examples are:

- New Horizons participates in the voucher program and tries to save a few vouchers for hardship cases. They serve the employment centers for people with developmental disabilities. In addition, they work with Casa Senior Center and several nursing homes that do not have vans. They place a low-cost coupon in a newsletter put out by Betty Robinson for seniors.
- Territorial Transit has a lease agreement with People Who Care so the Territorial Transit vehicle can be operated by volunteer drivers to serve clients, including those of the Northern Arizona Center for Vision and Hearing Impairments.
- The Margaret T. Morris Center shares a van with Adult Care Services.
- Yavapai Senior Nutrition coordinates with the Neighbor-to-Neighbor program in Mayer, for trips from Diamond Valley to Cordes Lakes. They have a semi-formal partnership set up with the Fire Department to serve emergency needs in Cordes Lakes, an unincorporated area of the County.

### **Future Coordination**

The type of public transit services which may be provided will be a critical factor in defining future opportunities for coordination. However, for 2007, the agencies developing the coordination plan have identified the need for a Mobility Manager to facilitate the coordination of transportation services between human service agencies and between human service agencies and the future public transit services. The Mobility Manager would initially be responsible for coordinating between agencies including People Who Care, AIRES, Samaritan Communities, New Horizons, Red Cross and the senior centers. These agencies run a variety of programs – including some with volunteer drivers, paid drivers who only drive, and paid employees who both drive and have other job duties. Prescott Transit Authority has also indicated an interest in participating in this program, suggesting that their dispatch system might be used as a foundation. A decision on where the Mobility Manager would be housed, the job description, and the responsibility of the individual to the participating agencies has not yet been defined.

In the development of public transportation, CYMPO plans to hire a transportation coordinator to get their urbanized area public transit program underway. This individual will oversee the establishment of a Federal Transit Administration Program for the urbanized area, including establishing the financial management and regulatory controls; providing oversight and evaluation for the public transit program, planning and providing customer information activities.

The type of public transit service which may be provided in the future will be a critical factor in defining future opportunities for coordination. Some specific opportunities to consider were identified by the following agencies:

Samaritan Communities of Greater AZ:

The Samaritan Communities are exploring the possibility of coordinating transportation between campuses in the future. They are considering transportation for all residents (skilled nursing, assisted living and independent living) to medical appointments and other destinations (such as grocery stores, church and community events) as needed. The campuses would also review the feasibility of transporting outpatient therapy clients to their appointments as well as working with other non-profit agencies to provide transportation.

The Samaritan Communities would also explore the feasibility of transporting their employees to their respective workplaces, including transportation of home care employees to home care visits. They would like to see if it would be possible to use future public transit for any of these trips. Considering all of the Samaritan campuses and the high volume of transportation to be managed, a mobility manager would be needed to coordinate the different transportation options.

People Who Care

The proposed plan for 2007 is to expand our partnership with the Chino Valley Adult Center. Currently they do not have a van that is equipped with a lift. Therefore, we will use the Territorial Transit van for wheelchair clients and the two 15 passenger vans from the Chino Valley Adult Center to implement a “Wheels to Meals” cooperative venture to transport homebound clients to and from the Chino Valley Adult Center for noon meals and socialization. The primary drivers will be People Who Care volunteers. They will also be providing van transportation for grocery shopping once a week for this same population.

Intermountain Centers

Intermountain will continue to explore coordination of transportation for its residents and clients with other agencies throughout Yavapai County, as it does within the agency. Scheduling of transportation necessary for each and all of the 40 clients in the Developmental Disabilities program is a major responsibility of the direct care staff and all alternatives are welcomed but need to be examined closely, as staff must accompany each resident when they are out in the community for medical appointments, shopping and community activities.

New Horizons

1. Would like to coordinate with Yavapai College, Prescott and Prescott Valley to transport students living with disabilities.
2. Would like to work with the new Convention Center to transport people living with disabilities to events at the center.
3. Would like to increase business with faith houses transporting people with disabilities to church.
4. Would like to coordinate with the program serving victims of domestic violence.

Prescott Transit Authority

Prescott Transit Authority has proposed several projects that can be considered as part of a coordinated system:

1. An overhaul of the present voucher system with a switch to a debit card system. This will require the capital funding of wireless units either handheld or mounted in the vehicles to process the card as well as a small processing fee to be paid by the provider but would provide additional options on user eligibility for rides and enable each trip to be charged an exact meter fare.
2. A connector route between Prescott and Prescott Valley on a fixed route basis to serve employees and general transportation needs. This is suggested as a limited service that would include the entertainment district/centers together with the Gateway Mall and the residential areas along the highway 69 corridor, with service coordinated with Yavapai College and Excel High School. It would start early enough for employees to travel to and from jobs. Two small busses of 14 passenger capacity will be required with a daily service of 6 hours Monday thru Friday.
3. A connector route between Prescott and Chino Valley on a fixed route basis to serve employees and general transportation needs. The route would also serve Yavapai College and Embry Riddle University for student transportation. Service to be early enough for employees to travel to and from jobs. Two small busses of 14 passenger capacity will be required with a daily service of 6 hours Monday thru Friday.
4. Prescott Transit is willing to use its computerized dispatch system to coordinate member provider trips to maximize transportation opportunities for the pooled equipment and personnel. Equipment of member providers would be afforded additional services such as maintenance to reduce the operational costs of the equipment and provide a central clearing house type of service for transportation to the community. An option would be to have the Mobility Manager be added to NACOG Staff. Further, if justified, mobile data terminals could be added to the member providers vehicles to facilitate communications and service continuity. Prescott Transit currently has this system and capability.

The two routes proposed by Prescott Transit Authority are similar to those evaluated as part of the transit planning process. Any of the services or routes that the region decides

to fund could be considered for contracting. The overhaul of the voucher system is likewise being considered as part of the overall transit planning activities, and Prescott Transit Authority's proposal may further inform this process. Finally, Prescott Transit Authority provides an additional option for the mobility management function. Prescott Transit Authority is not an eligible recipient for urbanized area funding (Section 5307) so most projects suggested would have to be applied for by another institution and the service contracted to Prescott Transit Authority, or other organization, through a bid process.

### **Coordination Strategies to Address Needs**

Recognizing that it will take some time for the public transit program to fully develop, individual agencies will need to continue working together to address specific needs and obtain replacement vehicles. A unified planning process is essential to developing a coordinated network of services. Specific coordination strategies identified by stakeholders, in addition to those evaluated in the transit planning process, included the following.

- Improve information to the public about what services are available through the wide variety of provider agencies.
- Maintain the vehicle fleets among current providers so the system will be stable.
- Hire a mobility manager to oversee coordination efforts, especially the integration of public transit services with existing private agencies.
- Look at a system where providers could share information electronically on availability for additional passengers on their vehicles. Both a simple web-based system and taking advantage of the Prescott Transit Authority's dispatch system with the addition of mobile data terminals in participating agencies vehicles have been proposed.

### **Program Priorities and Evaluation Criteria**

#### **Service Priorities**

The following preliminary priorities were established for funding the FTA 5310, 5311, 5316 and 5317 programs. These will be refined in future years.

1. **Need:** projects which address a demonstrated need
2. **Effective use of funds:** projects which provide (or facilitate) a high volume of trips given the resources expended
3. **Collaborative process:** projects developed through a collaborative planning (project development) process
4. **On-street coordination:** projects which demonstrate sharing of resources. For example, projects showing multiple client use of vehicles will have a higher priority than single-agency services
5. **Operational capability** – projects which are operationally feasible and demonstrate accessibility, safety/training and effective maintenance

6. **Management capability** – grantee agencies which demonstrate strong management capability

### **Evaluation Criteria**

Regional evaluation teams assembled by COGs and MPOs will provide initial review of applications for FTA projects (excluding 5307). This review process was initially established to assess and rank FTA 5310 applications each year (5311 projects are evaluated through a separate process). After the regional review, the COGs and MPOs forward their prioritized award recommendations to ADOT for its review of overall program, compliance and budget impact, prior to the Department's statewide grant submittal to the FTA.

Beginning in 2007, this same process will also be used for the 5316 and 5317 programs in all regions except Maricopa and Pima counties, which have their own 5316 and 5317 review schedules. ADOT's evaluation criteria, for COGs and MPOs to use in evaluating projects are included in each grant application packet.

Given changes included in SAFETEA-LU legislation and subsequent FTA guidance, a new "mobility management" function is now included as an allowable expense under the 5307, 5310, 5311 and 5316 programs. As a result, the rural Councils of Governments (COGs) and the Metropolitan Planning Organizations (MPOs) in Urbanized Areas, which host the Regional Review Committees, may be applying for mobility management funds themselves. To avoid conflict of interest with other applications for mobility management applications, ADOT will make a determination relative to these COG and MPO mobility management applications outside of the "regular" project review process, based on its evaluation of how effectively such a function will support the state's coordination goals and objectives.

### **Proposed Projects**

Desired projects, by agency and by funding category are listed below. Several agencies proposed Mobility Management projects. It would be appropriate for these agencies to work together to identify how a single mobility manager could accomplish work for both agencies, including details of the job duties, administrative arrangements, and local matching funds. This Mobility Management project has been identified under CYMPO as the regional planning agency, but it is expected that all participating agencies would share in the local matching funds for this function.

The region is evaluating the results of the transit study completed in the first quarter of 2007. This study includes four options for services, including maintaining a limited voucher program, expanding it to general public use, providing demand response services and providing fixed route services. Until a decision is made on what level of service the region will fund, a moderate alternative, expanding the voucher program to the general public has been included. The amount budgeted reflects matching the 2006 level of local

funds with federal dollars. Both the program and level of funding may change when the decision is made on the transit program.

Prescott Transit Authority has proposed several projects that need to be evaluated as part of the regional transit planning process. They include fixed routes connecting cities in the region (similar to what was proposed in the transit study but on a more limited basis) and the purchase of a variety of capital equipment for these routes and other services operated by Prescott Transit Authority. While one project, equipment for a Job Access route, has been included, no operating funding was identified by Prescott Transit Authority. For the most part, the other projects are not eligible as proposed but do dovetail with other planning activities in the region, broadening implementation options.

The consultant team makes two recommendations for these projects. First, through the regional planning process the region make decisions on what public transit services to operate. If it is decided to fund regional connector routes, the services can be contracted out and all providers can bid on the services. Any equipment purchased with public funds could be leased to whatever agency is the successful bidder for these services. Second, again through the regional planning process, entities interested in funding Job Access or New Freedom projects separate from any general public transit services, should work together to identify potential sources of matching funds to assist in the operation of these services.

The tables on the following pages show the funding requested by agency for 2007 through 2009. First, the projects are described below by fund source and agency. Following this are a set of tables summarizing the projects for each year.

FTA Section 5310 – E & D Capital

- CYMPO: Participate in Mobility Management from 2007 through 2009, working with other interested parties to determine how to structure and fund local share.
- New Horizons: Participate in Mobility Management program from 2007 through 2009 and the necessary scheduling system (funding request for scheduling system is through 5310. Replace one van (Ford 2002) in 2008; install radios in vehicles.
- Samaritan Communities: Replace Willow Wind vehicle in 2008, with radio; replace a second vehicle in 2008. Begin participating in Mobility Management Program beginning in 2008, recognizing that additional staff may be needed to handle all the transportation from Samaritan Communities.
- AIRES: Replace two minivans in 2008 and two cutaways in 2009.
- Chino Valley Senior Center / Town of Chino Valley: replace two vehicles in 2008
- Adult Day Care Services, Inc.: replace one van in 2007; two vehicles in 2008, and one in 2009.
- Yavapai Senior Nutrition Program: Purchase Prescott vehicle in 2007 and Yarnell van in 2008.

- Intermountain Centers for Human Development: Replace vehicle for residential programs in 2007.
- Prescott Transit Authority: Participate in Mobility Management program with an interest in housing the Mobility Manager at Prescott Transit Authority; PTA also suggests purchasing card readers as part of revamping the voucher system and these could be included under a CYMPO application rather than for an individual non-profit agency.

FTA Section 5316 – Job Access

- Samaritan Communities: Purchase new vehicle for employee transportation in 2009, with a radio; begin supporting new service for employee transportation.
- Prescott Transit Authority: purchase 4 small (14 passenger) buses for peak hour bus service oriented to employee transportation, operating between Prescott, Prescott Valley, and Chino Valley, equipped with radios and fareboxes. Services would be open to the general public and could be funded with 5307 funds as well.

FTA Section 5317 – New Freedom

- New Horizons: Expand services beginning in 2007, purchasing a new vehicle with radio; funds allocated for a portion of the cost of a mobility manager beginning in 2007 and continuing through 2009.
- CYMPO: May access these funds as well as 5310 for Mobility Management as a major emphasis will be getting people with disabilities to activities for daily living.

FTA Section 5307 – Urban General Public

- CYMPO: Consider expansion of the voucher program to the general public in 2007, using federal funds to match the available LTAF II funding, and continue service through 2009. The region is also considering, as part of a transit planning process, options that would include general public service within and between communities in the region. No final decisions have yet been made on the type of services that will be provided to the general public nor on how they will be operated.

**PROGRAM OF PROJECTS - CYMPO REGION (2007)**

<u>Program</u>	<u>5307- Urban Public Transit</u>	<u>5310 - E&amp;D Capital</u>	<u>5316 - Job Access</u>	<u>5317 - New Freedom</u>	<u>Total</u>
CYMPO	\$ 250,000	\$ 50,000	\$ -	\$ -	\$ 300,000
New Horizons	\$ -	\$ 19,000	\$ -	\$ 101,000	\$ 120,000
Samaritan Centers	\$ -	\$ 23,000	\$ -	\$ -	\$ 23,000
AIRES	\$ -	\$ -	\$ -	\$ -	\$ -
Chino Valley Sr Center	\$ -	\$ -	\$ -	\$ -	\$ -
Adult Day Care Svs.	\$ -	\$ 23,000	\$ -	\$ -	\$ 23,000
Yavapai Senior Nutrition		\$ 46,000	\$ -	\$ -	\$ 46,000
Intermountain Centers	\$ -	\$ 46,000	\$ -	\$ -	\$ 46,000
Prescott Transit Auth.	\$ -	\$ -	\$ 146,500	\$ -	\$ 146,500
Total	\$ 250,000	\$ 207,000	\$ 146,500	\$ 101,000	\$ 704,500



**PROGRAM OF PROJECTS - CYMPO REGION (2008)**

<u>Program</u>	<u>5307- Urban Public Transit</u>	<u>5310 - E&amp;D Capital</u>	<u>5316 - Job Access</u>	<u>5317 - New Freedom</u>	<u>Total</u>
CYMPO	\$ 250,000	\$ 35,000	\$ -	\$ -	\$ 285,000
New Horizons	\$ -	\$ 46,000	\$ -	\$ 55,000	\$ 101,000
Samaritan Centers	\$ -	\$ 69,000	\$ -	\$ -	\$ 69,000
AIRES	\$ -	\$ 92,000	\$ -	\$ -	\$ 92,000
Chino Valley Sr Center	\$ -	\$ 92,000	\$ -	\$ -	\$ 92,000
Adult Day Care Svs.	\$ -	\$ 92,000	\$ -	\$ -	\$ 92,000
Yavapai Senior Nutrition		\$ 23,000	\$ -	\$ -	\$ 23,000
Intermountain Centers	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 250,000	\$ 449,000	\$ -	\$ 55,000	\$ 754,000

**PROGRAM OF PROJECTS - CYMPO REGION (2009)**

<u>Program</u>	<u>5307- Urban Public Transit</u>	<u>5310 - E&amp;D Capital</u>	<u>5316 - Job Access</u>	<u>5317 - New Freedom</u>	<u>Total</u>
CYMPO	\$ 250,000	\$ 35,000	\$ -	\$ -	\$ 285,000
New Horizons	\$ -	\$ -	\$ -	\$ 55,000	\$ 55,000
Samaritan Centers	\$ -	\$ -	\$ 72,500	\$ -	\$ 72,500
AIRES	\$ -	\$ 92,000	\$ -	\$ -	\$ 92,000
Chino Valley Sr Center	\$ -	\$ -	\$ -	\$ -	\$ -
Adult Day Care Svs.	\$ -	\$ 46,000	\$ -	\$ -	\$ 46,000
Yavapai Senior Nutrition		\$ -	\$ -	\$ -	\$ -
Intermountain Centers	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 250,000	\$ 173,000	\$ 72,500	\$ 55,000	\$ 550,500

**PROGRAM OF PROJECTS 2007****Region - CYMPO**

<b><u>Agency</u></b>	<b><u>5307- Urban</u></b>	<b><u>5311- Rural</u></b>	<b><u>5310 - E&amp;D</u></b>	<b><u>5316 - Job</u></b>	<b><u>5317 - New</u></b>		
	<b><u>Public Transi</u></b>	<b><u>Public Transit</u></b>	<b><u>Capital</u></b>	<b><u>Access</u></b>	<b><u>Freedom</u></b>	<b><u>Total</u></b>	
<b>CYMPO</b>							
<i>Opers/Admin.</i>							
Expand Voucher Program <sup>(1)</sup>	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000	
Mobility Management <sup>(2)</sup>		\$ -	\$ 35,000	\$ -	\$ 34,000	\$ 69,000	
<i>Capital</i>							
New vehicles <sup>(1)</sup>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Scheduling System <sup>(3)</sup>	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ 15,000	
Total	\$ 250,000	\$ -	\$ 50,000	\$ -	\$ 34,000	\$ 334,000	
<b>New Horizon</b>							
Operations - new service					\$ 21,000	\$ 21,000	
Scheduling System <sup>(2)</sup>		\$ -	\$ 15,000	\$ -	\$ -	\$ 15,000	
Vehicle expansion		\$ -	\$ -	\$ -	\$ 46,000	\$ 46,000	
Radio Equipment		\$ -	\$ 4,000	\$ -	\$ -	\$ 4,000	
Total		\$ -	\$ 19,000	\$ -	\$ 67,000	\$ 86,000	
<b>Samaritan Communities of Greater Arizona</b>							
Vehicle replacement		\$ -	\$ 23,000	\$ -	\$ -	\$ 23,000	
<b>AIRES</b>							
Vehicle replacement		\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Chino Valley Senior Center / Town of Chino Valley</b>							
Vehicle replacement		\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Adult Day Care Services Inc.</b>							
Vehicle replacement		\$ -	\$ 23,000	\$ -	\$ -	\$ 23,000	
<b>Yavapai Senior Nutrition Program (Meals on Wheels)</b>							
Vehicle replacement		\$ -	\$ 46,000	\$ -	\$ -	\$ 46,000	
<b>Intermountain Centers for Human Development</b>							
Vehicle replacement		\$ -	\$ 46,000	\$ -	\$ -	\$ 46,000	
<b>Prescott Transit Authority<sup>(4)</sup></b>							
Vehicle expansion				\$ 145,600			
<b>Total</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 207,000</b>	<b>\$ 145,600</b>	<b>\$ 101,000</b>	<b>\$ 558,000</b>	

Footnotes are on the following page.

*Footnotes for 2007 Program of Projects Table:*

- (1) The CYMPO program is new and evolving. No decision has yet been made on whether the region will fund general public service, the level of funding if it is provided, or if equipment (vehicles, signs, smart-card readers, etc.) will be obtained. It is possible that limited fixed route services could be implemented, as that is one alternative in the study.*
- (2) The Mobility Manager is a priority, and several organizations have said they are interested in participating and possibly housing the Mobility Manager. Again, decisions have not yet been made on how the program will be structured so the project has been listed under CYMPO for the time being. Matching funds would come from participating agencies.*
- The mobility manager is identified as being split between Section 5310 and 5316, but could be funded through either.*
- (3) A scheduling system (hardware and software) is identified as a shared project through CYMPO and New Horizons. They are identifying the agency that will be the lead and how local matching funds will be provided. Prescott Transit Authority has also evidenced interest in this project.*
- (4) Prescott Transit Authority has identified vehicle and service projects which have not been included because PTA is not an eligible recipient of 5307 funds, 5310 funds cannot be used for the general public Citibus service, coordination should result in a need for fewer (not more) vehicles, and the proposed 5317 project does not meet eligibility criteria. The 5316 project is included, but has no operating funds associated with it. Unless operating funds are identified, it would not be a viable project. The provision of this service should be coordinated through regional service planning.*

**PROGRAM OF PROJECTS 2008****Region - CYMPO**

<b><u>Agency</u></b>	<b><u>5307- Urban Public Transi</u></b>	<b><u>5311- Rural Public Transit</u></b>	<b><u>5310 - E&amp;D Capital</u></b>	<b><u>5316 - Job Access</u></b>	<b><u>5317 - New Freedom</u></b>	<b><u>Total</u></b>
<b>CYMPO</b>						
<i>Oper/Admin.</i>						
Continue Service <sup>(1)</sup>	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Mobility Management <sup>(2)</sup>		\$ -	\$ 55,000	\$ -	\$ 34,000	\$ 89,000
<i>Capital</i>						
New vehicles <sup>(1)</sup>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ 34,000</b>	<b>\$ 339,000</b>
<b>New Horizon</b>						
Operations - new service	\$ -	\$ -	\$ -	\$ -	\$ 21,000	\$ 21,000
Replacement vehicle	\$ -	\$ -	\$ 46,000	\$ -	\$ -	\$ 46,000
Mobility management <sup>(2)</sup>	\$ -	\$ -	\$ -	\$ -		\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 46,000</b>	<b>\$ -</b>	<b>\$ 21,000</b>	<b>\$ 67,000</b>
<b>Samaritan Communities of Greater Arizona</b>						
Vehicle replacement	\$ -	\$ -	\$ 46,000	\$ -	\$ -	\$ 46,000
Mobility management <sup>(2)</sup>	\$ -	\$ -		\$ -	\$ -	\$ -
Radio Equipment	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ 3,000
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 49,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 49,000</b>
<b>AIRES</b>						
Vehicle replacement	\$ -	\$ -	\$ 92,000	\$ -	\$ -	\$ 92,000
<b>Chino Valley Senior Center / Town of Chino Valley</b>						
Vehicle replacement	\$ -	\$ -	\$ 92,000	\$ -	\$ -	\$ 92,000
<b>Adult Day Care Services Inc.</b>						
Vehicle replacement	\$ -	\$ -	\$ 92,000	\$ -	\$ -	\$ 92,000
<b>Yavapai Senior Nutrition Program (Meals on Wheels)</b>						
Vehicle replacement	\$ -	\$ -	\$ 23,000	\$ -	\$ -	\$ 23,000
<b>Intermountain Centers for Human Development</b>						
Vehicle replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 400,000</b>	<b>\$ -</b>	<b>\$ 55,000</b>	<b>\$ 754,000</b>

(1) The CYMPO program is new and evolving. See footnote on 2007 Project table for more detail.

(2) The Mobility Manager is a priority, and several organizations have said they are interested in participating and possibly housing the Mobility Manager. Again, decisions have not yet been made on how the program will be structured so the project has been listed under CYMPO for the time being. Matching funds would come from participating agencies. In 2008 the Samaritan Communities is planning on joining the program. When they do, additional staff may be needed so an increase in funding has been identified to accommodate the needs of Samaritan and other programs (amount estimated).

**PROGRAM OF PROJECTS 2009****Region - CYMPO**

<b><u>Agency</u></b>	<b><u>5307- Urban Public Transi</u></b>	<b><u>5311- Rural Public Transit</u></b>	<b><u>5310 - E&amp;D Capital</u></b>	<b><u>5316 - Job Access</u></b>	<b><u>5317 - New Freedom</u></b>	<b><u>Total</u></b>
<b>CYMPO</b>						
<i>Operers/Admin.</i>						
Continue Service <sup>(1)</sup>	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Mobility Management <sup>(2)</sup>		\$ -	\$ 35,000	\$ 20,000	\$ 34,000	\$ 89,000
<i>Capital</i>						
New vehicles <sup>(1)</sup>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 35,000</b>	<b>\$ 20,000</b>	<b>\$ 34,000</b>	<b>\$ 339,000</b>
<b>New Horizon</b>						
Operations - new service	\$ -	\$ -	\$ -	\$ -	\$ 21,000	\$ 21,000
Replacement vehicle	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 21,000</b>	<b>\$ 21,000</b>
<b>Samaritan Communities of Greater Arizona</b>						
Operations - new service	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000
Vehicle expansion	\$ -	\$ -	\$ -	\$ 46,000	\$ -	\$ 46,000
Radio Equipment	\$ -	\$ -	\$ -	\$ 1,500	\$ -	\$ 1,500
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 52,500</b>	<b>\$ -</b>	<b>\$ 52,500</b>
<b>AIRES</b>						
Vehicle replacement	\$ -	\$ -	\$ 92,000	\$ -	\$ -	\$ 92,000
<b>Chino Valley Senior Center / Town of Chino Valley</b>						
Vehicle replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Adult Day Care Services Inc.</b>						
Vehicle replacement	\$ -	\$ -	\$ 46,000	\$ -	\$ -	\$ 46,000
<b>Yavapai Senior Nutrition Program (Meals on Wheels)</b>						
Vehicle replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Intermountain Centers for Human Development</b>						
Vehicle replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Prescott Transit Authority</b>						
Vehicle Expansion						
<b>Total</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 173,000</b>	<b>\$ 72,500</b>	<b>\$ 55,000</b>	<b>\$ 550,500</b>

(1) The CYMPO program is new and evolving. No decision has yet been made on whether the region will provide general public service, the level of funding if it is provided, or if equipment (vehicles, signs, smart-card readers, etc.) will be obtained. It is possible that limited fixed route services could be implemented, as that is one alternative in the study.

(2) The Mobility Manager is a priority, and several organizations have said they are interested in participating and possibly housing the Mobility Manager. Again, decisions have not yet been made on how the program will be structured so the project has been listed under CYMPO for the time being. Matching funds would come from participating agencies.

## **APPENDIX A**

### **Regional Stakeholder Meeting Summaries**

#### **CYMPO REGIONAL TRANSPORTATION COORDINATION PLAN MEETING**

**Prescott Valley Civic Center  
7501 E. Civic Circle, Prescott Valley, Arizona  
December 11<sup>th</sup> 2006, 8:00 AM**

##### **Meeting Summary**

##### **Attendance**

Michelle Lamb-Alexander, New Horizon ILC, [nhilctransportation@cableone.net](mailto:nhilctransportation@cableone.net)  
Heather Baier, Prescott Samaritan Village, [hbair@good-sam.com](mailto:hbair@good-sam.com)  
Cyndi Thomas, Chino Valley Senior Center, [cthomas@chino.az.us](mailto:cthomas@chino.az.us)  
John Beck, Advocate, [jdbnrka@cableone.net](mailto:jdbnrka@cableone.net)  
Fritzi Mevis, People Who Care and Coalition for Compassion, [mevis@comspeed.net](mailto:mevis@comspeed.net)  
Don Swayze, Adult Care Services (ACS), [dswaze@cableone.net](mailto:dswaze@cableone.net)  
Jodi Rooney, CYMPO, [jrooney@pvaz.net](mailto:jrooney@pvaz.net)  
Lindsay Bell, Territorial Transit, [m-lbell@msn.com](mailto:m-lbell@msn.com)  
June Kellett, Yavapai Senior Nutrition, [jkel843028@aol.com](mailto:jkel843028@aol.com)  
Mike Showers, Adult Care Services (ACS), [mike@adultcareservices.org](mailto:mike@adultcareservices.org)

ADOT Staff: Greg Kiely and Steve Rost  
Consultant Team: Rick Evans and Suzanne O'Neill

##### **Getting Started**

Greg Kiely the Arizona Department of Transportation,(ADOT) 5310 Program Manager, opened the meeting and welcomed those present. He then made brief opening remarks and emphasized the importance of coordination in the new federal regulations. He then introduced Rick Evans of RAE Consultants, Inc. the consultant who would facilitate the workshop.

Rick Evans reviewed the purpose of the workshop which was to begin the process of developing a Regional Transportation Coordination Plan for the Prescott area. Coordination Plans are mandated in the new SAFETEA-LU federal transportation

reauthorization legislation. Anyone requesting funding, beginning in 2007, under the Federal Transit Administration (FTA) 5310, 5316 and 5317, and indirectly 5311 and 5307, programs must be included in a Transportation Coordination Plan.

As the Prescott area is now in the process of developing a transit plan, Fritz Mevis asked “How are we supposed to identify projects when we don’t yet have a transit plan in place?” She pointed out that the projects needed will depend on whether a complete fixed route system is selected (Alternative 1) or if a combination regional bus and user-side subsidy program is selected (Alternative 3). Rick Evans responded that the initial steps toward coordination generally require a good deal of flexibility, and since the area’s transit plan is in progress, participants will need to make their “best guesses” to preserve options for funding. However, there will be regular opportunities to update the plans.

Participants then introduced themselves.

### **From Now to the Future**

#### **What are you doing now?**

To begin the process, Rick asked those present to summarize their existing transportation services. Key information is presented below.

- New Horizons, represented by Michelle Lamb-Alexander, provides approximately 1,200 rides per month to seniors and people with disabilities. They operate 4 vans at present and would like to expand by adding 2-3 more. Their transportation staff includes five drivers and a supervisor (Michelle). They have recently been approved to be a direct provider for the State’s Division of Developmental Disabilities; previously they worked through a third party.
- Prescott Samaritan Village provides transportation to their agency clients. They have a fleet of 7 vans, with 6 used in Prescott Valley and 1 in Payson. This is a nonprofit organization serving mental health clients. They operate approximately 10 vehicles and serve agency clients only.
- Yavapai Senior Nutrition provides transportation services in rural Yavapai County, as well as along the corridor from Cordes Lakes to Prescott Valley. They operate three vans with 1 stationed in Yarnell, 1 accessible vehicle operating between Cordes Lakes and Prescott Valley, and one in Black Canyon. They provide approximately 2,000 trips per year. June emphasized the need for the urbanized area to consider an extension from Prescott Valley to Cordes Lakes as they decide the service that is needed. Jodi Rooney said one option included the possibility of future extension of service east in the corridor, but service would likely start in the Tri City area. She suggested June contact her elected County Supervisor to emphasize the importance of meeting this need.
- Chino Valley Senior Center operates two 15-passenger vans (non-accessible). They have been approved for two additional vehicles from ADOT and have funds set aside to operate these 25-hours per week. Once these vehicles are received,

- they will be able to do more medical, socialization, and shopping trips. At present, the Senior Center actively coordinates with People Who Care.
- People Who Care operates a volunteer driver program, with volunteers primarily using their own cars. They serve over 400 clients, providing services in and between each of the communities in the region. They have even been pushing the service area to include Palladin. Chino Valley People Who Care organization operates as a subset of Prescott Valley People Who Care. Fritzi Mevis emphasized that volunteers can't do it all, and they especially have difficulty serving people who use wheelchairs and dialysis trips.
  - Territorial Transit is a non-profit hoping to establish regional transit services. They have already obtained a van to use to provide the necessary paratransit services but a good number of decisions still need to be made in the region before any regional transit service will be a reality.
  - West Yavapai Guidance Clinic operates 25 vans serving 3,500 clients. Those clients who are AHCCCS eligible are transported to one of five centers in the valley.
  - Adult Care Services operates seven vans to transport people to Adult Day Care services. Three vans are stationed in Prescott, with one running to Chino; four vans are stationed in Prescott Valley. They are considering setting up a route to Palladin.
  - Two for-profit businesses operate on Highway 69, Shuttle-U and Prescott Transit.
  - Other providers – Other providers who weren't present include: Prescott Senior Center, Red Cross, the Tribes, and NACOG. These other key providers should be included in the Coordination Plan to the extent possible.
  - NACOG has a contract with local governments to operate a voucher program. Although this is a limited program, vouchers are made available that can be used with private for-profit or private non-profit agencies for travel within or between communities. Because it is so limited and the cost of transportation so high, a person who wishes to travel between communities may only be able to travel one-way on a month's allocation.

### **Existing Coordination Activities.**

Participants identified how they are coordinating at present. Since there is not a public transit operator, the coordination that exists is primarily between human service agencies and volunteer driver or other non-profit organizations that are trying to meet the needs. These partnerships include both formal and informal arrangements.

- New Horizons participates in the voucher program and tries to save a few vouchers for hardship cases. They serve the employment centers for people with developmental disabilities. In addition, they work with Casa Senior Center and several nursing homes that do not have vans. They place a low-cost coupon in a newsletter put out by Betty Robinson for seniors. Michelle Lamb-Alexander noted that she would like to coordinate with the program serving victims of domestic violence.



- Yavapai Senior Nutrition coordinates with the Neighbor-to-Neighbor program in Mayer, for trips from Diamond Valley to Cordes Lakes. They have a semi-formal partnership set up with the Fire Department to serve emergency needs in Cordes Lakes, an unincorporated area of the County.
- At present, Territorial Transit has a lease agreement with People Who Care so their vehicle can be operated by volunteer drivers to serve clients, including those of the Northern Arizona Center for Vision and Hearing Impairments.
- The Margaret T. Morris Center shares a van with Adult Care Services. Mike Showers of ACS asked about models for maintaining insurance or assuring vehicles are serviced. Lindsay Bell responded that both Territorial Transit and People Who Care list the other's agency as an "additional insured" and qualify each other's drivers. Two factors, charging a fare and serving the general public, cause rates to increase.

**What mobility needs exist and how could coordination assist the region in meeting those needs?**

The region is in the process of doing a transit study for the CYMPO region. It includes many foundation elements for building a coordinated system and they have considered coordination in developing transit options.

Three transit options are under consideration, and all provide services between communities, identified as a major need by participants at the meeting. Option 1 includes additional local fixed route services within each community, option 2 includes demand responsive service within each community, and option 3 includes restructuring the voucher program so there is a user-side subsidy service within each community.

Rick Evans summarized mobility needs which had been identified in the 2005 United We Ride workshop conducted in the fall of 2005. He then asked participants to identify additional needs. The identified needs included:

- Current lack of public transit both between and within the communities of the Tri City area.
- Service into Prescott Valley from unincorporated Yavapai County, especially in the Highway 69 corridor.
- Employment transportation
- Student travel to colleges
- Many seniors cannot afford the fares for transportation through the voucher program.
- The proposed options also have some limitations.
  - Option 1 would provide paratransit services only within  $\frac{3}{4}$  -mile of a fixed route, so individuals requiring these services and living outside this area (or facilities such as West Yavapai Guidance Clinic located further out) would not have their needs met.
  - Option 2, with dial-a-ride service would be limited in its ability to serve work trips.

- Option 3 would best fit the current system, but this could also have gaps, depending on how the user-side subsidy is configured.

### **What coordination possibilities exist?**

A discussion then took place regarding possible new coordination activities. The following possibilities were identified.

- *Information Sharing* – There is, at present, informal information sharing. It was recognized that as public transit is initiated, a good system of communication among the providers and new riders to the area would be beneficial.
- *Mobility Management* – Depending on the transit alternative selected, mobility management could be a key way to coordinate between various providers. Rick Evans stated that through the new legislation, a Mobility Manager could be funded at an 80%/20% funding ratio. Jodi Rooney asked that ADOT provide information to the region on whether in-kind services could be used for the 20% match and Greg Kiely committed to getting an answer within two weeks.
- *Technology* – Using technology to post vehicle schedules and communicate between agencies on where there is room for additional passengers.
- *Web Based Information* – Post information on transportation upon Arizona Links
- *Other Coordination Efforts* – Mike Showers of Adult Care Services identified the peak travel times as an issue and an opportunity. At present, many vehicles travel with one person at a time so there may be a potential to increase mobility by using this capacity. At the same time, the need for peak vehicles will likely be a constraint.

Suzanne O'Neill asked if, in the transit study, there had yet been a discussion of institutional options. This had not yet occurred as the area has focused first on what service is appropriate. Jodi Rooney indicated that a major issue is going to be how to fund the service. Suzanne suggested that as they discuss how to fund the service, the governance issue will also be important to assure that those spending money have control over the services provided. This includes consideration of what agency might be the lead agency and on how the decision-making board or advisory committees might be structured. June offered one possibility: setting up a public transit authority such as in the Flagstaff area – NAIPTA.

Suzanne O'Neill discussed the role of the urbanized area in identifying selection criteria for projects. Locally, CYMPO will be responsible for deciding how to prioritize project requests for FTA 5310, 5316, and 5317 funds. Final decisions will be made at the state level, but ADOT considers local priorities in their decision-making process. As the group decides what activities will best support improved mobility and coordination, it will be important to identify project selection criteria that support those priorities. In setting priorities, she suggested identifying the replacement of a set number of vehicles (needed to maintain services) as a first priority and then put other coordination activities before expansion vehicles.

## **United We Ride Assessment**

The group then completed the federal United We Ride Assessment for Communities. The results are presented in Attachment 1-A. In summary, the area has done many of the initial steps, particularly through their transit study. The region will have the opportunity to move forward significantly as public transit services are implemented.

## **What's coming?**

Rick then briefly reviewed a Program of Projects table which presented his view of where the regions need to end up in the final chapter of this first year of coordination planning. The table format presented a list of agencies to be funded down the left side and the FTA program funding categories across the top (5311, 5310, 5316 and 5317). In the CYMPO area, the table would show 5307 instead of 5311 since the region, as an Urbanized Area, receives a direct allocation of 5307 urban public transit funding and has no 5311 rural public transit projects. The first year Regional Coordination Plans will need to show each project to be funded, for each agency, under each federal program. Ideally the Coordination Plans will have a three-year planning timeframe.

## **Planning Framework**

A brief discussion then took place regarding the elements included in the framework for coordination planning. The following topics were addressed, as presented in the handout packet:

- Federal, state, regional and constituent roles
- Rural Transit Needs Assessment project
- Collaborative planning process
- Transit grant programs
- Coordination plan content
- Project evaluation
- Project schedule

Key points included: 1) the need to involve a broad variety of constituents in the planning process, including funding agencies and rider groups, to the extent possible; 2) the fact that the coordination planning requirements become more stringent in future years; and 3) the need for both ADOT and the regions to come up with specific criteria and priorities for funding under each of the FTA grant programs.

The discussion then turned to the various activities that could be included under the definition of “coordination.” Rick noted that a sheet from the handout packet presents a variety of potential activities and asked participants to review this.

Rick Evans identified that the consultant team's job is to prepare a coordination plan by the end of February. This plan will meet federal requirements and enable all agencies to be eligible for funding under the FTA 5310, 5316, and 5317 programs managed by ADOT. Fritzi Mevis raised questions regarding the timing, as the region will not yet have selected the preferred alternative. The selection of the alternative will impact the needs that various agencies will have for vehicles, as well as the overall coordination needs. Lindsay Bell said that realistically, public transit service will likely not begin until 2008, depending on how long it takes to set up the system and obtain vehicles.

A meeting will be held January 9<sup>th</sup> by the Working Group to consider a recommendation on the recommended alternative. This recommendation will then go to the policy board of CYMPO. The Board will consider the item and their recommended action will then go back to each jurisdiction.

Rick Evans suggested that participants make a best effort to identify projects, with the understanding that some placeholders are needed to reserve funding for the region and that the specifics may be modified as the region moves towards a final decision on transit services. While this is not ideal, it is reality. ADOT understands the decision-making process that is going on locally.

### **Next Steps**

Next steps were then identified for the various participants in the Regional Coordination Plan process.

#### **ADOT and Consultant Team**

- Suzanne will use the Existing Conditions report from the transit study to obtain more detailed information on providers. She may need to follow up with some providers for additional detail.
- Rick will send out (electronically) the forms for providers and/or others to complete regarding anticipated grant requests for 2007, and ideally for 2008/2009.
- ADOT will respond to the question regarding using in-kind match for a mobility manager and will develop statewide evaluation criteria and priorities for each FTA funding program.
- ADOT will provide the entire electronic mailing list of invitees to CYMPO so it can be used in inviting participants to a follow-up meeting in January.

#### **CYMPO**

- CYMPO will set up a meeting in January for participants to: 1) to identify and coordinate on projects with potential grant recipients regarding anticipated grant requests; and 2) to inform agencies who did not attend the workshop about the workshop content.
- Send initial thoughts regarding grant requests to Suzanne by January 19<sup>th</sup>, 2007.

### **Local Providers and Other Stakeholders**

- Prepare preliminary ideas regarding FY 2007 FTA grant requests and submit them to CYMPO and Suzanne by January 19, 2007.
- The workshop ended at approximately 4:00 P.M.

### **ATTACHMENT 1-A**

#### **A Self-Assessment Tool for Communities**

Each item was rated according to the following: “1”-Needs to Begin, “2”-Needs Significant Action, “3”-Needs Action and “4”-Done Well.

#### **Section 1: Making Things Happen by Working Together**

- 2   1. Have leaders and organizations defined the need for change and articulated a new vision for the delivery of coordinated transportation services?
- 1.5  2. Is a governing framework in place that brings together providers, agencies and consumers? Are there clear guidelines that all embrace?
- 3   3. Does the governing framework cover the entire community and maintain strong relationships with neighboring communities and state agencies?
- 3   4. Is there sustained support for coordinated transportation planning among elected officials, agency administrators, and other community leaders?
- 3   5. Is there positive momentum? Is there growing interest and commitment to coordinating human service transportation trips and maximizing resources?

#### **Section 2: Taking Stock of Community Needs and Moving Forward**

- 4   1. Is there an inventory of community transportation resources and programs that fund transportation services?
- 1   2. Is there a process for identifying duplication of services, underused assets, and service gaps?
- 3.5  3. Are the specific transportation needs of various target populations well documented?
- 1   4. Has the use of technology in the transportation system been assessed to determine whether investment in transportation technology may improve services and/reduce costs?
- 3   5. Are transportation line items included in the annual budgets for all human service programs that provide transportation services?
- 4   6. Have transportation users and other stakeholders participated in the community transportation assessment process?
- 2   7. Is there a strategic plan with a clear mission and goals? Are the assessment results used to develop a set of realistic actions that improve coordination?
- 1   8. Is clear data systematically gathered on core performance issues such as cost per delivered trip, ridership, and on-time performance? Is the data systematically analyzed to determine how costs can be lowered and performance improved?

\_\_2\_\_ 9. Is the plan for human services transportation coordination linked to and supported by other state and local plans such as the regional Transportation Plan or State Transportation Improvement Plan?

\_\_2\_\_ 10. Is data being collected on the benefits of coordination? Are the results communicated strategically?

### **Section 3: Putting Customers First**

\_\_1\_\_ 1. Does the transportation system have an array of user-friendly and accessible information sources?

\_\_1\_\_ 2. Are travel training and consumer education programs available on an ongoing basis?

\_\_1\_\_ 3. Is there a seamless payment system that supports user-friendly services and promotes customer choice of the most cost-effective service?

\_\_1\_\_ 4. Are customer ideas and concerns gathered at each step of the coordination process? Is customer satisfaction data collected regularly?

\_\_1\_\_ 5. Are marketing and communications programs used to build awareness and encourage greater use of the services?

### **Section 4: Adapting Funding for Greater Mobility**

\_\_1\_\_ 1. Is there a strategy for systematic tracking of financial data access programs?

\_\_1\_\_ 2. Is there an automated billing system in place that supports the seamless payment system and other contracting mechanisms?

### **Section 5: Moving People Efficiently**

\_\_1.75\_\_ 1. Has an arrangement among diverse transportation providers been created to offer flexible service that is seamless to customers?

\_\_1\_\_ 2. Are support services coordinated to lower costs and ease management burdens?

\_\_1\_\_ 3. Is there a centralized dispatch system to handle requests for transportation services from agencies and individuals?

\_\_1\_\_ 4. Have facilities been located to promote safe, seamless, and cost-effective transportation services?

CYMPD  
Regional Transportation Coordination Plan  
Prescott Valley, Dec. 14, 2006

<u>Name</u>	<u>Organization</u>	<u>Phone</u>	<u>Email</u>
1. Heather Dyer	Prescott Samaritan Village	778-2450	hdyer@gsd-sun.com
2. Cyndi Thomas	Chino Valley Sr. Center	686-9114	CThomas@ChinoValley.org
3. JOHN BECK	ADOCATS	443-5038	jbeck@adocats.net
4. FRITZ, Mavis	PEOPLE WHO CARE, COALITION FOR COMASSION	445-2480	pwcc@adocats.net
5. DONSWAYZE	ADULT DAY SERVICES	445-8621	mev@adocats.net
6. Jodi Rooney	CYMPD	928/759-5516	DSWAYZE@ADOCATS.NET
7. Suzanne O'Neill	Transit Plus		jrooney@pvaz.mn
8. Michelle Lamb-Alexander	New Horizon I.L.C.	928-772-1266	nhlc.transport@adocats.net
9. June Kellest	YARAPAI Sr. Nutrition	928-632-9790	JKe1843028@aol.com
10. Lindsay Bell	Territorial Transit	(928) 776-9332	m-lbell@msn.com
11. Mike Showers	ACS	928-771-2335	mike@adultcareresources.org
12.			
13.			
14.			
15.			
16.			

# **CYMPO REGIONAL TRANSPORTATION COORDINATION PLAN MEETING**

**Yavapai County Administrative Building  
Prescott, Arizona  
February 26<sup>th</sup> 2006**

## **Meeting Summary**

Seventeen people attended the February 26, 2006 Regional Transportation Coordination Plan workshop in Prescott. The attendance sheet is attached.

### **Getting Started**

Rick Evans began the meeting and welcomed those present. He introduced Suzanne O'Neill, who was the consultant team member working specifically with the CYMPO plan. He then thanked Jodi Rooney and Joanne Scardina-Barr for hosting the meeting.

Rick stated that the workshop would be conducted in two parts. In the morning the draft CYMPO Regional Transportation Coordination Plan would be reviewed and discussed. In the afternoon ADOT staff would review the program application packets for the federal Transit Administration (FTA) 5310, 5316 and 5317 programs. He then asked those present to introduce themselves.

### **General Comments on the Plans**

It was stated that the draft plans were a good start and Rick thanked the participating agencies for submitting information on their services and for considering new coordination opportunities. He said that before the plans are finalized by the end of March, two key date items were needed. First it will be important to make sure that all agencies in the region, who are providing transportation services now or who are considering it in the future, participate in the planning process and are included in the plan. Second, it is essential that participating agencies include their anticipated FTA grant requests in the plan. Rick then stated that all necessary information would need to be submitted to Suzanne O'Neill by Monday, March 12, at the latest.

### **Plan Specifics**

Rick then turned the meeting over to Suzanne O'Neill to review the draft plan with those present. Suzanne reiterated that there were lots of uncertainties in the CYMPO because decisions had yet to be made regarding the type of public transit service that the region will begin, based on the current transit feasibility study begin completed. Therefore, she



encouraged agencies to be conservative in their requests in order to cover the bases in terms of potential services they will need to provide over the next three years.

A good discussion then took place regarding needed services, coordination options and the potential for one or more mobility managers for the region. Each agency commented on the narrative provided on its service as well as what was included in their anticipated grant requests for the next three years. Suzanne then requested that additional comments be sent to her by March 12, 2007.

### **Next Steps**

Two items were requested from each participating agency by March 12<sup>th</sup>; changes to the existing service descriptions, and information on anticipated grant requests.

The Coordination Plan portion of the workshop ended at approximately 11:45 AM.

## CYMPO / ADOT

## WORKSHOP

2/26/07

## SIGN-IN SHEET

DENA TAYLOR	New Horizons LLC	8085 E. Hanley, P.O. 86319 AZ	ZENAT @CABLEONE.NET
June Luth	Valley	1080 Scott Dr. Cy 888301	shuth3212@comcast.net
DONEEN PETERSON	AHES	9350 E. Valley Rd, SE F PV AZ	dpeter500@airis.org
Barbara McGIRT	People Who Care	PO Box 1880, Chino Valley, 86301	cupurc@cableone.net
JUNE KESTER	YAVAPAI MOW	P.O. Box 10577, Prescott	Az-jmowc@aol.com
Heather Bayer	Prescott Summer Village	1030 Scott Drive, Prescott 86301	hbayer@gsd-sam.com
Paula Krier's	Summit Communities	1030 Scott Drive, Prescott 86301	pkrier15@gsd-sam.com
Jodi Rooney	CYMPPO		
Jane Sordana-Bair	CYMPPO		
Gregg Kiely	ADOT - Division	206 S. 17th Ave, Prescott 86301	gkiely @ azdot.gov
Loretha Grimi	"	"	lgrimi @ azdot.gov
Don Savage	ADULT CARE SERVICES	826 SUNSET AVE, PRESCOTT	DEW@918-930-8538
Norman Stephens	"	"	"

## SIGN-IN SHEET

[illegible]

## APPENDIX B

### Fleet Rosters

Provider Name	Year and Model Vehicle	# of Passenger Seats	Lift Equipped	# Wheel Chair Tie-Downs	Total # of Miles on Vehicle	Condition of Vehicle
Adult Day Care Services, Inc.	1997 Ford					
	1997 Ford					
	1998 Ford					
	1998 Ford					
	1999 Ford					
	2001 Ford					
	2003 Ford					
	2003 Ford Eldorado					
	2005 Ford Eldorado					
Margaret T. Morris Center	1999 Ford					
West Yavapai Guidance Clinic	2000 Dodge					
	2001 Dodge					
	2001 Dodge					
	2003 Dodge					
	2003 Dodge					
	2005 Dodge					
	2005 Dodge					
Yavapai Center for the Blind	2003 Ford					
American Red Cross, Reserve-a-Ride	2000 Dodge					
	2000 Dodge					
	2001 Chevrolet					
	2002 Chevrolet					
	2003 Ford					
	2003 Chevrolet					
	2004 Chevrolet					
Golden Age Nutrition Center	2001 Ford Supreme					
Prescott Valley Samaritan Center	2003 Ford Eldorado					
	2003 Ford					
Prescott Samaritan Village	2005 Eldorado					
	2005 Ford Supreme					
	1997 Ford					
	1995 Ford					
Territorial Transit	2005 Ford Supreme					
Intermountain Centers for Human Development	2002 Toyota	5	No		53,233	Operational
	2002 Dodge	5	No		113,702	Operational
	2006 Chevy	5	No		5,855	Operational
	2001 Dodge	5	No		67,156	Operational
	2002 Honda	5	No		46,908	Operational
	2002 Dodge	5	No		62,174	Operational
	2006 Nissan	5	No		7,876	Operational
	2004 Dodge	5	No		36,570	Operational
	2005 Dodge	5	No		65,693	Operational
	2006 Ford	4	Yes		1,587	Operational
	2003 Subaru	5	No		52,917	Operational
	2005 Dodge	5	No		58,745	Operational
	2006 Nissan	5	No		11,007	Operational

Source: Section 5310 Grant Awards from ADOT and Provider Surveys

Active Vehicles – Prescott Transit Authority					
Veh #	Vehicle	VIN #	Plate Number	Model	Passengers
101	99 Lincoln	1L1FM81W9XY645089	CC64289	LIMO	6
102	99 LINCOLN	1L1FM81WXXY709589	CC69579	LIMO	6
103	99 LINCOLN	1L1FM81W5XY677568	CC69578	LIMO	6
104	99 LINCOLN	1L1FM81W0XY699087	CC69580	LIMO	6
105	99 LINCOLN	1L1FM81W3XY686334	CC69582	LIMO	8
106	99 Lincoln	1L1FM81W8XY676933	CC69590	LIMO	8
107	00 Lincoln	1L1FM81W8YY778511	CC75055	LIMO	6
200	01 Ford	2FAFP71W01X181255	CE00870	SEDAN	4
201	99 Ford	2FAFP71W5XX206952	CE00880	SEDAN	4
202	98 FORD	2FAFP71W7WX112957	CE00881	SEDAN	4
203	98 FORD	2FAFP71W7WX172494	CE00879	SEDAN	4
204	98 FORD	2FAFP71WXXW112953	CE00883	SEDAN	4
205	99 FORD	2FAFP71W7XX206953	CE00878	SEDAN	4
206	01 FORD	2FAFP71W91X166995	CE00882	SEDAN	4
207	00 FORD	2FAFP71W7YX172496	CE00877	SEDAN	4
208	01 FORD	2FAFP71W61X166937	CE00925	SEDAN	4
209	01 FORD	2FAFP71W61X167036	CE00876	SEDAN	4
210	98 FORD	2FAFP71W3WX155286	CE34452	SEDAN	4
211	96 ford	2FALP72W9TX195871	CE34453	SEDAN	4
212	96 FORD	2FALP72WXTX188265	CE34459	SEDAN	4
214	01 FORD	2FAFP71W11X181264	CE34458	SEDAN	4
215	98 FORD	2FAFP71W1WX138440	CE49647	SEDAN	4
216	98 FORD	2FAFP71W21X166935	CD85045	SEDAN	4
218	99 FORD	2FAFP71W8XX207108	CE57447	SEDAN	4
220	99 Mercury	2MEFM74WXXX649837	CE49649	SEDAN	4
321	98 FORD	1FDXE40S3WHA16045	CD17265	VAN	14
322	98 Ford	1FDXE40S4WHA73984	4ZE546	VAN W/C	14
400	98 FORD	1FBSS31L0WHB55918	CB07153	VAN W/C	7
420	00 Ford	1FDNS24L9YHA60772	CB81110	MARK III	11
425	00 FORD	1FDNS24L5YHA63670	CB81112	MARK III	10
430	99 FORD	1FDNS24L8XHB10723	CB81113	MARK III	11
435	00 FORD	1FDNS24L7YHA72760	CC31174	MARK III	11
445	00 FORD	1FDSS34S5YHC03880	4ZE545	MARK III	10
450	99 Ford	1FDNS24L6XHC21884	4ZE544	MARK III	11
455	00 FORD	1FDSS34S3YHC03876	4ZE543	MARK III	10
460	00 FORD	1FDSS34S1YHB93588	CD02539	MARK III	10
470	00 FORD	1FDSS34SXYHC03874	CD72019	MARK III	10
475	00 FORD	1FDSS34S9YHC03882	CD72018	MARK III	10
480	00 FORD	1FDSS34S2YHA96741	CE34409	MARKIII	10

Source: Prescott Transit Authority